

Date: _____

REPORT OF TRANSFER
for renovation/ modernisation/ building site *)

Committee Members:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Made the following decisions:

1. Scope of works:

2. Contractor:

3. Basis of the works:

4. General OHS and fire prevention training:

5. On the job training before commencement of work:

6. Conditions of work:

7. Required PPE for contractor's personnel:

8. Required fire protection:

9. Marking and protection against unauthorized access to the work site:

10. Smoking allowed only in designated places:

11. Use of electric power is allowed:

12. Works acceptance conditions:

13. Works Logbook will be at:

14. The work coordinator is:

15. Works are supervised by:

- On the Host's side: _____
 - On _____ the _____ Contractor's side: _____
 - On _____ the _____ Traffic _____ Maintenance _____ side: _____
 - On _____ the _____ side _____ of _____ Security _____ and _____ Prevention _____ Office: _____
 - On _____ the _____ side _____ of _____ the _____ Environmental _____ Protection Team: _____
- On _____ the _____ side _____ other _____ necessary services: _____

16. Hours of work:

17. Storage location for equipment and auxiliary material, location of site facilities and social amenities:

18. Waste handling:

19. Commencement date of works:

20. Expected date of completion:

21. Additional _____ comments:

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22. Signatures:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

report)

Approved

(date and signature of person approving the

* - delete as appropriate